



# PRIVATE SCHOOL CHOICE PROGRAMS INFORMATIONAL BULLETIN

Bulletin 03-01

August 2017

## Summer School

Private schools participating in the Private School Choice Programs (PSCP or Choice) may be eligible to receive state aid payments for providing allowable summer school instruction to Choice eligible students. In order to receive Choice state aid for summer school instruction an eligible school must meet all Choice program requirements.

**Allowable Summer School Instruction:** Under Wisconsin Administrative Code PI 35.08 and PI 48.08, the State Superintendent of Public Instruction is required to annually review the summer classes or laboratory periods for Choice schools seeking Choice summer school state aid to ensure the classes are for academic purposes. Allowable Choice summer school instruction is defined under Wisconsin Administrative Code as summer school learning experiences that are related or similar to instruction that is offered during the regular school term or for which credit toward graduation is given.

Under Wisconsin Administrative Code, Choice **summer school instruction may include:**

- (a) music programs, lessons, sections or clinics;
- (b) swimming instruction programs, if taught or directed on the school site; or
- (c) field trips if accompanied by a teacher and if all students have equal access to field trips regardless of their ability to pay.

Choice **summer school instruction may not include:**

- (a) travel time to events, including field trips;
- (b) performances, including band, orchestra, choir, parades and theatrical performances;
- (c) recreational programs and team sports;
- (d) participation in fairs or expositions by career and technical student organizations;
- (e) classes taught by a teacher funded through Title 1; and
- (f) any offering not provided or directed by a teacher;

**Student Eligibility for Choice Summer School Payment:** The following students are eligible for Choice summer school state aid payments:

- (a) a Choice student who was enrolled in the Milwaukee Parental Choice Program (MPCP), Racine Parental Choice Program (RPCP) or the Wisconsin Parental Choice Program (WPCP) **at any same program** school on the 2<sup>nd</sup> Friday in January in the school term immediately preceding the summer school instruction (students cannot transfer between the MPCP, RPCP and WPCP—a student is only eligible for Choice summer school in the same program that the student was counted in on the 2<sup>nd</sup> Friday in January); or
- (b) a Choice student just accepted in the MPCP, RPCP or WPCP **at your school** for the school term immediately following the summer school instruction. This includes K4 students that have an accepted eligible Choice application for the school term immediately following the summer school instruction.

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School Management Services  
Tricia Collins, Director  
(608) 266-7475  
tricia.collins@dpi.wi.gov

Private School Choice Programs  
1-888-245-2732 ext. 3  
PrivateSchoolChoice@dpi.wi.gov  
<http://dpi.wi.gov/sms/choice-programs>

**Choice Summer School Payment:** A participating private school may receive a per student payment for eligible Choice students that attend summer school if the following are satisfied:

1. The private school offers no fewer than 19 days of instruction during the summer;
2. Each summer day of instruction offered by the private school is comprised of no fewer than 270 minutes of instruction; and
3. Each student for whom the private school seeks payment attends no fewer than 15 days of summer instruction at the private school.

If the above criteria are met, the private school is eligible to receive a per student payment of 5% of the maximum per student state aid amount from the prior year for each eligible student. As noted above, a student must attend at least 15 days in order for the school to receive a summer school payment for the student.

The school is required to submit the Summer School Count Report in the Online Application System (OAS) by **September 15** following the summer school program. The Department of Public Instruction (DPI) will review this report and request additional information as needed. The school's independent auditor reviews the Summer School Count Report in conjunction with the September Enrollment Audit due December 15<sup>th</sup>.

**Choice Summer School Payment Process:** After the DPI staff review the summer school reports that are **due by September 15** following the summer school program, the summer school payment due to each Choice school will be issued as a separate payment and paid at the same time as the regular Choice payment the school receives in November. For example, if a school is eligible to receive a regular Choice payment of \$25,000 in November and their eligible summer school payment is \$5,000, the school will receive one payment in the amount of \$25,000 (as payment for their eligible Choice students included on the 3<sup>rd</sup> Friday in September count report) and a second payment in the amount of \$5,000 (as their summer school payment).

### **Important Dates:**

**January 10:** The Intent to Offer Summer School Survey is due to the DPI.

**May 1:** New schools to the PSCP must submit all of the following to [PrivateSchoolChoice@dpi.wi.gov](mailto:PrivateSchoolChoice@dpi.wi.gov):

1. A copy of the school's certificate of occupancy if participating in the MPCP or RPCP;
2. Proof of insurance, including fidelity bond; and
3. Documentation that the school is preaccredited or fully accredited.

New schools must also provide a surety bond or be determined financially viable by May 1.

**May 1:** Schools must submit a Summer School Course List Report in OAS. Schools that completed the Intent to Offer Summer School Survey will have access to the report in OAS.

**September 15:** Schools must submit the Summer School Count Report in OAS. Schools that completed the Intent to Offer Summer School Survey and the Summer School Course List Report will have access to the report in OAS.